

**Seneca Ridge Homeowners Association
Annual Organizational Meeting of the Board Minutes**

Date: November 9, 2017
Time: Immediately Following the Annual Meeting of the Members
Location: Cascades Library Room B

Board Members Present:

Beth Baker
KC Holland
Steve Honard
Colleen Kerrigan
Lea Nigon
Orest Swystun
Vicki Rundquist
Paul Southwick

Orest Swystun, President, called the meeting to order at 7:45 PM.

Approval of 2016 Organizational Meeting Minutes: Copies of the minutes were distributed, reviewed and approved.

Election of Officers: The following were elected by the Board:

- President: Orest Swystun
- Vice President: Paul Southwick
- Secretary: Beth Baker
- Treasurer: Vicki Rundquist

Appointment of Committee Chairs: The following volunteered to head committees with the Board's approval:

- Common Grounds: Steve Honard
- Social Activities: Zeleste Henry
- Newsletter: Nesha Hanna
- Architectural Review:
 - Lea Nigon, Chair
 - Abul Tareque, Member
 - Colleen Kerrigan, Member
 - Steve Honard, Member

Other Functions: The following also have the Board's approval:

- Webmaster: Jenny Le-Pettigrew
- Listserv Manager: Stephen Mann
- Assistant Secretary: Lea Nigon

Updating/Re-Distribution of Handbooks: Lea Nigon and Beth Baker will provide updates to the handbooks at the December Board meeting.

The board also decided the following:

- Vicki will update the HOA website with the above changes.

- On the listserv, KC Holland will ask homeowners for volunteers to be treasurer, as Vicki anticipates resigning soon.
- Steve Honard will take charge of the tent sign.
- A December newsletter is planned for late December, to be sent with the 2018 Dues Notice.

The meeting adjourned at 8:09 PM.

Respectfully submitted,
Beth Baker, Secretary